

The Richlands Town Council held a regular monthly meeting in the Richlands Council Chambers on August 13, 2013 at 7:30 pm with the following present:

Mayor: Jannis White
Town Manager: Tim Taylor
Town Clerk: Susan Whitt
Council Members: Joe McCracken, Rod Cury, Larry Johnson,
Frances Meadows, Doug Ratliff
Absent: Town Attorney, Brad Ratliff

Mayor White called the meeting to order.

Mayor White gave the invocation and led the Pledge of Allegiance.

Mayor White asks if there were any additions or deletions to the agenda. Joe Horton, Randy Cruvey, John Ball and Stan Lampert all requested to be added to the agenda.

Rod Cury made the Motion to approve the Agenda as presented with changes, seconded by Joe McCracken. All in favor 5/0. Motion carried.

Minutes for the council meeting of July 9, 2013 had been previously distributed and Mayor White asked that the following changes be made to the Council minutes:

On page 6, last paragraph, in the sentence "Mr. Taylor said he would not being"...should have been "not be"....instead of "not being"

Frances Meadows made the Motion to approve the Minutes with changes, seconded by Rod Cury. All in favor 5/0. Motion Carried.

Scheduled Comments:

Ginger Branton-Greater Richlands Area Chamber of Commerce-Requesting that the Richlands Area Festival and the James H. Drew Carnival hold this event at the Police Department Complex. The dates have been changed; they are now June 10-14, 2014. She has the amended contract to sign but did not feel she could sign it before speaking with Council. She also had future dates due to the uncertainty of not knowing if the Town would be able to host the event in Town. Mr. Drew has requested a contract be signed for the next three years. The dates are June 16-20, 2015; June 14-18, 2016; and June 13-17, 2017. She is requesting the use of the Complex next year, 2014 and also the next three years after that. She distributed to each Council Member the Financial Report that had been requested at the last council meeting. The Chamber is willing to share this information with Council in order for them to expedite a decision tonight.

Mr. Drew states that there are between 25,000 and 30,000 people attending the event for the week. She said if the Town chose not to host the carnival, she is prepared to take it to the Tazewell County Fairgrounds.

Rod Cury addressed the carnival and the festival as being part of the package that the town can offer. Frances Meadows addressed her concerns and reasons for not wanting the carnival at the police station. She was concerned for the safety of the children playing Little League. She said there were three teams that did pull out of the tournament, the 9-10 year old All Stars. It was the coaches' decision to pull out. She said the tournaments, all-stars, etc. are always in June. The League sets the schedule. Mrs. Branton said that she had spoken with Mr. Mitchell of the Little League on the Monday of the Carnival and he said that if the Little League could know the dates of the Carnival they may be able to work around it. Frances Meadows said she would check with the LL and find out the dates. Rod Cury asked if the Council could do the

contract for one year and then try to iron out the issues before committing to the 3 year contact.

Rod Cury made the Motion to allow the Chamber to hold the Carnival at the Police Station in June 2014, seconded by Doug Ratliff. All in favor 4/1 (Frances Meadows voting no). Motion Carried.

Mayor White said that Council would need to discuss the long term contract with Brad Ratliff.

Richard Brown-310 Valley Drive-spoke about drainage issues in Hidden Valley. He and several neighbors have had problems with drainage issues and sink holes. Dr. Murthy- 947 Valley Drive and Stan Lampert-260 Valley Drive-discussed same issues. Mr. Taylor said they would have to review the old drainage maps for the area and schedule a meeting with these property owners and the street committee. Doug Ratliff mentioned Brandon Buskill on Sandy Lane and his water issues. Mr. Taylor said the town was aware of the problem and would address it as well.

Mr. Brown addressed the recent zoning change for Hidden Valley to R-1 and asked Council to send letters to individual property owners to make them aware of the changes. Ernest Edgell suggested that local realtors be made aware of this change as well. Mr. Taylor addressed the need for acquiring permits for accessory buildings, etc. so that these restrictions can be addressed at that time.

Rod Cury made a Motion that Council allow management to draft the letter, a summary of the R-1 Zoning, to send to the residents of the R1 Zone in Hidden Valley, seconded by Joe McCracken. All in favor 5/0, Motion carried. Doug Ratliff asked if the letter could be sent out this week. Mr. Taylor said that it could.

Cecil Ball, 1409 Farmer Street-addressed issues with his property at 209 Vickey Drive. He said that last fall when the Town came and cleaned up his property, that some of his property was damaged; namely a four season hiking/backpacking tent that retails for \$699.00. He says that one pole is missing and cannot be replaced. Mr. Taylor advised that he would need to file a claim with the town's insurance for the alleged damage to let them handle the claim. Mr. Ball also addressed the issue of speeding on Farmer Street where he is living with his mother. Mr. Taylor said the Police Dept. could increase radar in that area. Mr. Ball also stated that part of the property that the town wanted cleaned up on Purcell was not his property. He said the rocks and brush leading up to his property is not owned by him. Mr. Taylor said he will have the Brad Ratliff review the records.

Lynna Mitchell-Chairman of the Section House Committee- She is pleased to give a very positive update on the project. They had a committee meeting last Thursday and they interviewed two firms who had submitted proposals for Architectural and Engineering services for the project. They had presentations by each of the firms and afterward, the Committee members ranked each of the firms separately on each of the areas concerning their presentation and their qualifications. Hill Studio of Roanoke was the number one firm for both the Architectural and the Engineering services for a set amount that was contained in the Grant Application. She requested council to consider, pending legal review by the town attorney and approval by VDOT, to approve Hill Studio as recommended by the committee as the firm to provide these services for the Section House Project.

Rod Cury made the Motion to accept the recommendation of Hill Studio, seconded by Joe McCracken. Tim Taylor suggested that they add to authorize the Town Manager to sign the contract pending the town attorney's review and

VDOT's approval. Rod Cury made the Motion to approve Hill Studio to provide both Architectural and Engineering Services on the project and authorizing the Town Manager to administer the contract pending legal review by the town attorney and approval by VDOT, seconded by Joe McCracken. All in favor, 5/0. Motion carried.

Richard Smith-Planning Commission-On behalf of Planning Commission, he made a recommendation to Council to formulate an Ordinance for the road, formerly known as Hunters Ridge Road, be renamed to River Road, that is the common name for this road. We would recommend to council that the street be extended all the way down to the Town of Richlands Sewer Plant; helping in any future expansion of the old airport property. It would only affect three parties on that street in the renaming of this street. A Public Hearing would be required.

Rod Cury made the Motion to accept the Planning Commission's recommendation. Public safety is an issue, Hunters Ridge Road is confusing but when they hear River Road they know exactly where to go. Frances Meadows seconded the Motion. All in favor 5/0. Motion carried.

Ernest Edgell-206 Terry Drive- Wanted to commend the Street Department for fixing the ditch in front of the old Riley's Store before this most recent storm.

Speeding in Hidden Valley, speed is posted 25 miles per hour with only one sign at the entrance. He is requesting more speed limit signs and additional patrol for speeding. He even offered to let an officer sit in his driveway to radar. Tim Taylor suggested additional patrol for the area. Mr. Edgell said that according to the deed restrictions, people should not be parking in the street. Valley Drive and Cresswood are very bad for that. Mr. Taylor said that the zoning does not address on-street parking; just off-street parking.

He then addressed trash pick-up on Kents Ridge Road on Mondays, there is trash across the road from Mozelle's Trailer Park that is put out over the weekend, and by the time Monday comes, it is scattered everywhere. All ordinances are enforced by the Police Department. The Ordinance says you are not to put the trash out until the day of the pick-up. Mr. Taylor said a problem with trash is a call to the office. If the concern is within policy or procedure, then it's a work order prepared and delivered to the department that would take care of it. This way council does not have to deal with things that we already have policies in place for. Doug Ratliff said that he brought the speeding problem in Hidden Valley to the Town's attention a couple of weeks ago due to a lot of complaints, and they did step up patrol. Police matters need to be directed to the police department and utility or governmental matters need to be directed to Town Hall.

Mr. Edgell then addressed the news flyers that are being distributed all over town, he would like to see it stopped, it's just contributing to the trash. Mr. Taylor said he thought that there is an ordinance on handbills already. He said they will look at that. Joe McCracken said he thought that it needed to be stopped. Mayor White asked Frank Dorton to check on the hand-bill ordinance.

Randy Cruey-1017 Kents Ridge Road-said he would love to never see another flyer/advertisement in his yard. Rod Cury said he agreed with him, that it was a nuisance. He wanted to thank the town for solving his drainage problem. He has always had water problems. They opened the ditch up and it worked perfect in the most recent storm. He then addressed the carnival and the Little League and said that the town needs both. He would like to see the Town work out something with the Little League.

Joe Horton-owner of Horton Building-Front Street-On July 13th, he rented a space to Jason Mosley, he paid the rent, he came to Town Hall to get the power

turned on. In renting property for 60 years in four different business buildings, he had never had this happen before. The Town refused to turn on electric for the gentleman. Mr. Mosley originally asked for a piercing and tattoo parlor but then agreed to just open a jewelry store instead. The jewelry store is an allowed use and the power has been turned on. The reason he was refused at first is because a piercing and tattooing business are not allowable in that district.

John Ball-134 McGuire Lane-there was a sewer problem on that street last fall and in digging out for that, the Town didn't put gravel back in the turning spot. He requested the town put gravel back in the turning spot so that it won't be muddy.

Stan Lampert- 260 Valley Drive-his drainage problem has already been addressed previously with Richard Brown.

Council Member Reports:

Rod Cury-On July 11th, the Planning Commission and the Town of Richlands hosted a meeting at the Business Incubator with the CDAC team, who are working on a conceptual design for the extended walking trail and that trail would connect to the current trail that we already have. The proposed trail goes all the way to the old swinging bridge behind the Richlands Mall. Lara Browning, Jenn Jessup, Alyssa Malobicky came and presented a lot of hard work and to receive citizen comments and input and they listened very carefully. They wanted participation in this process as to what was wanted, what was not wanted, etc. We had 39 signatures on the sign in sheet which helps the Town of Richlands meet its match. Since then we have been in touch with the team from VA Tech and they have taken input from Town Management and from Richard Vance, who knows a lot about the mapping and have made changes for their next presentation, which will be held at the Richlands Business Incubator on Tuesday, September 24th, 2013 at 6:30 pm. They will be presenting the re-drawn maps, which will be a 4th or 5th draft, for consideration. Everyone is invited.

Street Committee Meeting was held on July 24th, present was Town Manager Taylor, Rod Cury and Councilman Joe McCracken. The following topics were discussed: the reinforcement of the pavement on the road on the curve near Riley's Grocery. That has been done.

526 Hill Creek Road-addressed drainage issues under a house there, possibly resulting in drainage from the bank and road and causing water to stand in the house. Town Manager is addressing that concern.

Councilman McCracken brought to Mr. Cury's attention the concerns about the trees and brush that grow along side of Edgewater Drive, headed west toward Richlands on Edgewater Drive, at the intersection of Edgewater Drive and Business 460. The Town maintains this area on a yearly basis, but because of the unusual amount of rain this summer, there has been a prolific growth this year.

Mayor White contacted Councilman Cury about issues with Bragg Hollow Road; it has difficult steep slopes and potholes and the situation of the house in the Brickyard owned by Donna Davis. He deferred to Tim Taylor.

We have patched all of the holes on Bragg Hollow. The house in the brickyard is located in a swampy area. All of the roof drains spill out beside the house. The house is elevated on a little knoll from street to alley; the house sits above the road, so it's not water from the street. The house next door is elevated quite a bit above it, so any water that would hit the neighbor's yard is going down into this property. It is a natural progression of water. In his opinion, there is no town water getting into this home. But if she wanted to bring piping

from the house to the street, or have someone design something to catch the neighbor's water, which might help. But the problem is it could be underground. That whole area has that problem. Jim Taylor said that the house is probably 18 inches above the road, so the road water is not getting in it. Tim Taylor said we could provide access to our storm drain.

Joe McCracken-He met with Councilman Johnson and they looked over the issue at Hill Creek. They met with the guy that had the problem. Then he met with Rod Cury and looked at everything again. It's all about drainage, ditches and brush. He did ask Tim Taylor about the Vern White property. Mr. Taylor said that they had not met yet, and he and town attorney Brad Ratliff have to meet before Council does anything. The brush at Edgewater Drive mentioned by Rod Cury has been brought to Tim's attention. He also addressed speed limit signs down around the old Airport area. A resident said there are no signs down there on Laramie Road.

Rod Cury-The Planning Commission met on August 9th. In a prior meeting, they authorized me to talk to Lynn Crump, director of the Department of Conservation, about a possible scenic river location for the Clinch River. It is to enable us to acquire (eventually) funding. There are virtually no restrictions but it is the process of applying for Grants. If you have a scenic river designation you get preference over those who don't. There are a limited number of rivers in the state that have it.

Next Planning Commission meeting is Tuesday, September 3, 2013 at 7:30 pm.

Frances Meadows-Chad Justice of 784 Purcell Road yesterday during the storm had load of gravel in his yard that has washed off that main road going up to Grady's church. The ditch is full of weeds and debris so it came on down into his yard, there were bricks, rock and mud, etc.

She asked the staff to put a work order through for the light pole at the Rec Park at the soccer field to be moved. Tim Taylor reminded her that if that pole is taken out, they lose all of the lights. Frances Meadows asked if in the future, they needed lights, could it be replaced. Mr. Taylor said it would take about \$25,000-\$30,000 in the budget for that because everything will have to be replaced due to the age of the material. It feeds all of the lights on both fields, so all of those lights will be lost. Ms. Meadows stated that the Soccer Association is saying they cannot play soccer with the pole in the field as it is. Discussion followed and council and the Rec Park director were in agreement that the pole could be removed. Mr. Taylor asked about the soccer season, and Ms. Meadows said that the big tournament that was planned for October.

Doug Ratliff-asked about the current PCA. Mr. Taylor said that he would leave it to council to decide. He did want to make them aware of the trend. This June bill, we ended up having to take \$44,279.00 out of our rate stabilization money. To date we have taken out \$78,394.00. That is how much we have to pay. That is not say we are losing that much money, it's just not meeting where it should meet to keep the rate stabilization where it needs to be. What I would suggest probably is since we have money in the budget to do a rate study and should probably go ahead and get that completed so that council can understand totally as a group what that means. The problems we have with our current power supplier Prairie State, which came on line not that long ago, is that it is not staying on line long enough, so the load factor is horrible based on debt ratio. So it is driving that cost up, but right now I could not tell you what it should be. If council decides to leave it a zero that is fine because you really don't have enough information to make a good decision until we have the rate study done so that you can make an informed decision.

Doug Ratliff made the Motion to keep the PCA at zero for the coming month, seconded by Larry Johnson. All in favor, 5/0. Motion carried.

Mr. Ratliff said they have had several meetings on natural gas in Richlands and it is looking great so they are going to move forward on it. It looks good for the future.

Larry Johnson-Vernon White property, already mentioned by Mr. McCracken. Mr. Taylor said he and Brad Ratliff could never get together on it. Mr. Taylor said they would try to do so before next council.

Police Cars-Frank Dorton has photos of the paint problems with the Ford Police Cars. Ford will not take care of it. Some of the police cars are partially grey instead of white. Chief Dorton said they have 9 marked police cars; two do not have any issues. The problems with the paint ranges from small to large. One officer was quite upset when he recently washed his car and all of the paint came off the trunk. There was no damage on the trunk lid and when he washed it, the whole thing just slid off. That was hand washing, not pressure washing. Chief Dorton said they would look at the current condition and mileage of each vehicle and determine if it warrants repainting. Tim Taylor said there was just not enough cushion in the police dept. budget to take care of this. Chief Dorton said they were changing the color scheme to black and white as the cars are replaced. He stated that had one quote of \$1,000.00 but that is if they do 10 of them. There is another \$500.00 that goes on top of that for striping. Doug Ratliff wanted to know if there is a warranty on the new paint. Larry Johnson said they had checked on wrapping also, vinyl graphics, but as far as to wrap them, taking a black car and making it black and white, would be cheaper. The cost to wrap would be about \$2,500.00 but the cars would have to be painted before they wrap it due to the fact that the current paint is turning lose and the warranty is for seven years. Chief Dorton had not had a quote for partial repairs but he can obtain a cost. Further discussion by council.

Mayor White asked for a dollar amount for the repairs. Chief Dorton will check and get back with them.

Last month, Town Attorney Brad Ratliff provided information the Business Incentive programs and Mr. Johnson wanted to see if council wanted to set up a workshop to discuss it, so that next month they can be ready to go forward.

Dept Head Reports:

Fred Phillips-Recreation Park-Frances Meadows wanted to mention that Fred Phillips had taken a group of basketball boys to a National Championship Tournament. It was a group of seven 8th graders that went to Hershey, PA and they won. They started with them in the 4th grade; first year playing they played 30 games and never scored a point. It took two years to win a game, and now in 8th grade, they are national champions. Frances Meadows said they would bring those boys next month to be recognized.

Fred Phillips distributed his monthly handout report to council.

Pool is still open periodically once school starts and then closes down after Labor Day.

Frances Meadows asked about scary movie night and night swim. Mr. Phillips said they have had those 3-4 times this summer and they were successful. He was trying to generate some extra income since the pool had been slow due to the weather.

Roof still leaking during heavy rains. Jim Taylor proposed one solution is to take the skylight out and replace it with metal and then it will sweat too and could be costly to repair later on. Tim Taylor suggested insulating and patching just the areas needed if possible.

Chief Frank Dorton-Reported that the Attorney General had received a big lump sum of asset forfeiture money and he has elected to share that money with all of the police departments in the Commonwealth of Virginia. It is a competitive grant process. We sent our grant application in to him for

\$100,000.00. This would help us toward our capital expenditures. We also applied for another grant, the VML Risk Management Grant for \$3,500.00; we were awarded that and were able to purchase sound equipment, restraint devices for transporting prisoners.

We have had 6,703 calls for service this year. 821 calls for the month of July. That is down 52 calls from last year. Some events we had in July: Battle of the Bands, Invasion Concert, Religious event during the 3 day time period. They contracted their own security for the City Invasion Concert, we were there for the Battle of the Bands, we had officers from the regular shift take care of the religious event, so there was no problem there.

The Code Enforcement Truck has been striped and is on the road. The new car came out of last year's budget has not been striped or equipped yet. We are waiting on quotes. Unfortunately, they do not make the Crown Victoria anymore and everything we have is a Crown Victoria, so nothing out of the Crown Vic fits the new car. We were able to salvage one bar light, which is about \$1,000.00. I got a quote for today for \$4,000.00 to equip the new car, and that is the cheapest.

Rod Cury asked about the grant they had applied for that included two cars. Chief Dorton said they had applied for two new cars, new ballistic vests for all officers (they expire after 7 years of use, they are \$700.00 each), requested in-car video cameras for the whole fleet, which are approximately \$4,000.00 each per car. Did request four-wheel drive in a car.

Chief Dorton advised that it is time to apply for the Continuation Grant for mobile data, regional data sharing program. This year, it is time to apply for another one if the County Supervisor Board will support, which hopefully will fund equipment for Lee County, Dickenson County. We will put something in there for us, on the IT side probably. It is county regional grant, not a grant to the Town; it is just managed by the Town. It has to do with data sharing or the upkeep of the system, records management data. Most of the money will go to those departments that didn't get the mobile data last time. Looking for about \$300,000.00 this year that will be shared among several counties. We applied for \$250,000.00 last year and it was cut to \$160,000.00.

Keith Reynolds-Fire Department-handed out his monthly report to council. 6 calls to Cedar Bluff, it was out in the County. Joe McCracken asked about false alarms, if there was anyone following up on them as they cost money as well. Chief Reynolds said that the 5 false alarms were automated calls to the PD from alarms. He said 3 of those 5 happened the same day while the alarm company was working on the alarms; they failed to notify the Fire Department and 911. Joe McCracken recommended follow-up on these false alarm calls as they cost the Town money. Town Manager Tim Taylor said they had discussed charging for false alarms but had not reached a decision. Chief Reynolds said each time they are called out, it costs around \$200.00. Some cities give a business maybe two false alarms a year then they start charging them. Mr. Taylor said it should be part of the departmental discussions that they are going to have. The actual number of calls was 32 for the month of July, 10 were in Town, 22 were out in the County. Gas Drill Rig on the report should be Rock Drill Rig in a developing subdivision, it was a total loss. Someone just left it running and it is under investigation by VSP. Last night two of our stations were flooded; at the Brickyard station, we had about two inches of water in the classrooms. The Claypool Hill Station had a lot of mud in the bays due to some very heavy rains in the area last night.

Jim Taylor-Street/Sanitation/Electric Departments- Got the sweeper in and have swept several streets. They plan to have a regular schedule for sweeping streets on a weekly basis and plan to work it at night, less traffic and parking issues. Have nearly all the work done on the bathroom project at the

Lake Park Burn Building. It will be like a National Forest bathroom, no light, has to have sky lights in the end, less temptation to damage. It will be very primitive, just a commode and cold water sink. No lights, no hot water for anyone to mess with.

They have worked on Mr. Wrightson's driveway on Mountain Road as much as possible right now. It is not finished, but all we dared to do right now in these conditions. They worked on the ditch on Kents Ridge Road near the old Riley's Store, got it cleaned out and repaired the erosion; patched potholes and cleaned ditches according to the work orders. They used approximately 44 tons of hot mix doing the patching. They had to repair the ceiling in the Council chambers due to the air condition leaking. They have cut the brush on Edgewater Drive and sprayed it with weed killer. They did some repair work around some of the fire hydrants. Mowed all out-lying areas with the sickle tractor twice according to the schedule. Made 233 extra stops for July, bringing the yearly total to 944 for junk, brush, etc. The grapple truck has been very beneficial on the storm brush the past couple of days.

Mayor White asked about the trees out behind Curt Whitaker. Mr. Taylor said the water hasn't gone down enough for them to get them out due to the unusual amount of rain this summer.

Gordon Russ-Rescue-He has applied for another grant for two more heart monitors. He has 2 or 3 heart monitors that were purchased in 2006 that are getting dilapidated; to send them off for repair is around \$400-\$500 every time. They will give a loaner monitor to use until the other one is repaired. He is going to get rid of the Zoll and go to Phillips. You can order parts for Phillips out of any vendor, the Zoll you can only buy parts from them and their prices are set. He currently has 5 monitors. Must have one for each of the five trucks. The old ones are put on the market to sell.

Joe McCracken asked about rescue vehicles at restaurants, etc. in town. The men work long hours and after a call, sometimes they will stop and eat somewhere. He was concerned that some were using them for personal errands. Mr. Russ said he wasn't aware of it but would follow-up on it.

Mr. Russ had taken photos of the Burn Building and passed them around to Council. He wanted them to see how nice the facility is and how proud he was of the job that has been done. He has been working on getting more revenue with the attorney. He will present it to council once it is completed.

Mayor's Comments

Mayor White wanted to make Council aware that Richlands Lions Club donated \$500.00 for flags for the Town. Buddy Stanley presented it at the last festival committee meeting. They will try to make it a yearly donation. We need 172 flags in Town. The cost is approximately \$30 each with shipping. Mayor White asked Sue Wade to check on getting State flags and alternating between the US Flag and the Virginia State Flag. Thanked the Lions Club for their donation.

Manager's Report:

1) - First, looking at the check register, the total of the monthly bills is \$205,637.70. Last month's power bill was \$319,578.44, first of the month's bill for Anthem and VRS is \$124,720.86. Check #47446 to Sinclair Equipment Finance, LLC in the amount of \$47,985.00 is for the Street Sweeper and Council will need to allocate funds for this due to the delay in delivery. The company was given a purchase order in FY 2012-13 (last fiscal year) but the delivery did not occur until July 29th of this fiscal year. Last year's funding needed to be carried over by council action to be reallocated in this year's fiscal budget (FY 2013-14) by recorded vote.

Rod Cury made the motion to reallocate \$47,985.00 to the current year's budget, seconded by Joe McCracken. All in favor, 5/0. Motion carried.

Joe McCracken asked about Southern Police Equipment, check no. 47447. That was from Asset Funds for tasers. He asked what happens to the tasers that are being replaced. Chief Dorton said they must be destroyed; they are so out-dated; they can't be repaired or used.

Rod Cury inquired about check no. 47559-VA Institute of Government in the amount of \$500.00. It's annual dues for the Weldon Cooper Center and the services they provide.

Mayor White asked about check no. 47456, USABlueBook. Those are items that are normally bought for the water/wastewater plants.

Joe McCracken asked about Lusk Disposal, check no. 47422. Lusk provides a pickup service for the garbage at the hospital because we can't handle their compactor, and then they (the hospital) reimburse us for it. He also asked about the check to Lowe's in the amount of \$4,010.40. Mr. Taylor said it is everything the Town buys from Lowe's but the majority is for the Lake Park Bathroom Project.

Rod Cury inquired about check no. 47370-Axa Equitable-the annual life insurance policy for town manager.

Doug Ratliff asked about check no. 47399 to Food City. It is food supplies for the concession stand at the Rec Park.

Joe McCracken commented that he studies the check registers every month and suggests that the Town should watch spending and make cuts where they can be made.

Rod Cury made the Motion to pay the bills, seconded by Frances Meadows. All in favor 5/0. Motion carried.

2) Mr. Taylor then discussed the five year plan. Our Staff has been working on a five year planning document that will consolidate other documents that we currently use internally for budget control and budget preparation; such as our Resource Planning Guide and our Five Year Capital Needs Assessment Guide. This new five year planning document will look at assets for each department, departmental budgets, demands for each department, both historically and currently. Once we have that part of the plan in place, we will look at future needs to identify what is needed with estimated costs for five years. The final portion will be to interact with members of council on a departmental basis to obtain direction from the policy makers of the town. The members of council will be able to interact with each departmental supervisor so all can work as a team to reach a common goal to serve the citizens of Richlands. Following the meetings with all departments, the staff will finalize the plan which will identify the service level for each department in one business plan. Any new or innovative ideas can be addressed at this time and will keep that separate until council action through the normal budgetary process. The plan can officially be adopted and can be modified every year to keep it current. It could also be a part of the comprehensive plan prepared by the planning commission and adopted by council which is required by law. We hope to have this ready to schedule by next council meeting. It could take one or two meetings per department to cover everything. He asked council to come with available dates for scheduling these meetings.

Doug Ratliff inquired about mussels and how they are protected and the proper channels for running a new line across the river or how to stop it. Mr. Taylor explained the proper channels for doing so.

Mayor White inquired if there would be a follow-up process to these five year plans to see that they were properly implemented. Mr. Taylor said they knew what the level of service everyone would like to have and then how much does it cost to provide that service. Update the plan each year according to needs. Doug Ratliff suggested that each year a different department would get financial attention to bring it up and he suggested different sources of revenue to be considered. Mr. Taylor said that those would be discussed in the meetings.

Cigarette Tax Ordinance Re-introduced

Larry Johnson re-introduced the Cigarette Tax Ordinance for consideration. The amount of tax per pack was discussed. Rod Cury made the Motion to set the tax at 10 cents per pack, seconded by Frances Meadows. Vote 4-yes, 1-no (Doug Ratliff). Motion carried. Mr. Ratliff said the reason he was voting against it is because he does not have a five year plan.

Larry Johnson made the Motion to dispense with the second reading of the Motion, seconded by Frances Meadows. Vote 4 yes, 1 abstain-Doug Ratliff. Motion carried.

Mayor White asks for a Motion to Adopt the Cigarette Tax Ordinance. She deferred to Tim Taylor. We must educate the businesses that sell cigarettes and we have to get the stamps in. According to the recommendations from other administrators November 1 would be the recommended effective date to be part of this Ordinance. Doug Ratliff suggested additional consideration on this matter. He reminded council that Richlands is a small town with small boundaries. In passing this tax, many people will go to Claypool Hill to buy and save the extra 10 cents. Council discussed further.

Mayor White asked for a Motion to Adopt the Ordinance, made by Larry Johnson, seconded by Joe McCracken. Larry Johnson said he agrees that the Town needs the revenue; he also agrees with Doug Ratliff that it is a short term fix but it's what needs to be done until we can get the needs assessment. He hopes that the Business Incentive Plan will help so that in five years we are not in the same shape. Vote 4-yes, 1- no-Doug Ratliff. Effective date is 1st day of November, 2013. Motion carried.

Town Manager's Report (continued)

3)- We were successful in amending our Power Sales Contract with American Municipal Power, Inc. to include a transaction with FirstEnergy Solutions Corporation (FES). The effective date is from January 1, 2015 to December 31, 2017 for fixed pricing. The delivery will be supplied by FirstEnergy for all hourly loads excluding transmission losses at the PJM Blue Ridge Aggregate Node less the existing carve outs that are shown on the official agreement. The carve outs are either existing contracts or energy and capacity from assets owned by Richlands through project participation with other partners. This will stabilize a portion of our energy portfolio with a fixed cost and will help with market purchases that we would have to do on a daily basis. The cost identified in the contract does not include transmission cost or cost of delivery.

4)-In regards to Mr. Musick that was here last month with a drainage problem in that area on Vickey Drive. This has been reviewed we are not sure how water could get into his house. We are going to try to talk to him about it and follow up with him.

5) The road name change as requested by the Planning Commission will require a Public Hearing. We will let you know the date once it is set.

Mayor White asked for any further business to discuss and Rod Cury encouraged everyone to come to the September 24th Community Meeting for the Clinch River Valley Initiative for the extension of the walking trail.

Mayor White asked for an update on the website and the codification project. The codification is in the firm's hands. They have all our information, they are working on it. The website is done all but content. Individual pictures of council will be added, because as it changes it will be easier to update.

Rod Cury also wanted to thank the council members for supporting the Section House contract and allowing them to get started. The firm has assured them they can do the work within or below the budget. Frances Meadows challenged everyone to buy a brick for the Section House patio.

With no further business to discuss, Mayor White asked for a Motion to Adjourn, made by Rod Cury, seconded by Joe McCracken. All in favor 5/0. Motion carried.

Meeting adjourned until September 10, 2013.

Jannis White, Mayor

Susan Whitt, Clerk